FOR MYSORE STATE

Food & Agriculture (1953) Department.

MS SERIES.

G.O. NO. 596

Dated 21st April 1953

Passed
SN
Supt

60

[Despatch Abstract.]

Establishment - Civil Supplies - South Kanara Dt
Staff - Retention beyond 31-3-1953 - Sanctioned

BOARD OF REVENUE (CIVIL SUPPLIES).

***

ESTABLISHMENT - Civil Supplies - South Kanara district - Staff - Retention beyond 31--3--1953 - Proposals -- Submitted.

- -

Board's Ref. F.II. 18486/53 (CS) dated 26--2--1953.

13406

From

Sri M.V. Subramanian, I.C.S.,
COMMISSIONER OF CIVIL SUPPLIES.

-.-

K. Ghulam Mahmood, I.A.S.,
SECRETARY TO THE COMMISSIONER OF
CIVIL SUPPLIES.

RcAD: From the Collector of South Kanara Ref. C.No. 924/53-P.2 (1) dated 4th February, 1953.

SUBMITTED TO THE GOVERNMENT.

2. In G.O.Ms.No. 334, Food and Agriculture dated 6-3-52, sanction was accorded for the retention of Civil Supplies staff in South Kanara district for the period from 1-4-52 to 31-3-53. The post of District Supply Officer, South Kanara was converted into that of Civil Supplies Tahsildar with reference to Government memorandum No. 35749-E/52-4 Food and Agriculture dated 28-6-52. The posts of 8 Taluk Supply Officers in this district were also converted into those of Assistant Taluk Supply Officers on Rs. 110/- per mensem in Government Memorandum No. 45020-E/52-2, Food and Agriculture department dated 28-7-52. Besides the above, the staff of 3 Assistant Taluk Supply Officers, 7 Upper Division Clerks, 18 Lower Division Clerks, 28 Firka Supply Officers and 35 peons was retrenched during the year 1952-53.

3. For the reasons stated in his reference cited, the Collector of Sourth Kanara requires the retention of the existing Civil Supplies staff in his district for a period of one year from 1-4-53. In the circumstances reported by the Collector and in view of the continuance of the present food policy in the South Kanara district, the Board considers that the retention of the existing civil supplies staff is necessary. It therefore requests the Government to sanction the retention of the staff mentioned in the annexure for a period of 3 months from 1-4-53 to 30-6-53 or till the need ceases whichever is earlier for Civil Supplies work in the South Kanara district.

Subramanian
3353

FOR SECRETARY.

To the Secretary to Government, Food and Agriculture department, Fort St. George, Madras. (with enclosures).

Copy to the Collector of South Kanara.

Copy to Accounts.

Ek 27.2.53

ANNEXURE:

Particulars of staff.	Authority.	Details of scale of pay. Scale of pay.	Spl. Pay.	Other Compensatory allowance.	Debit head.
1.	2.	3.	4.	5.	6.
I.CIVIL SUPPLIES STAFF:	i. G.O. Ms. No. 334, Food and Agriculture dated 6-5-52.	--			
	ii. Govt.Memo. No.45020-E/52-2 Food and Agriculture dated 28-7-52.	--			
One Civil Supplies Tahsildar.		200--300			#63 Extraordinary charges - a. charges in India B.Establishment for price control - I Board of Revenue (Civil Supplies)
One Upper Division clerk.	for work under Civil Supplies Tahsildar.	80--110			
2 Lower division clerk		45--90			
One typist.		45--90			
3 peons.		18--25			
One Taluk Supply Officer (for Hosdrug sub taluk)		150--200			
5 Asst. Taluk Supply Officers (4 in 4 taluks and 1 in Nileshwar firka of Hosdrug sub-taluk)		110	—		
7 Lower Division Clerks (one in each taluk office and one in the Dy. Tahsildar's office, Hosdrug.)		45--90			
6 Peons (one to each of the Asst. Taluk Supply Officers and one for the Taluk Supply Officer, Hosdrug)		18--25			
II. RECEPTION STAFF:					
One Reception Deputy Tahsildar.		150--200			"85.A.Capital Outlay on schemes of State Trading a. Grain Supply Schemes K.Establishment and other charges."
2 Lower Division Clerks (one for executive work and two for work under Reception Deputy Tahsildar)		45--90		4/- conveyance allowance to the Revenue Inspector.	

1.	2.	3.	4.	5.	6.
Two peons (one for Reception Dy. Tahsildar and one for Spl. Revenue Inspector).		18--25			
1 Head Accountant.		110/-			
1 Lower Division clerk.		45--90.			

SUPERINTENDENT.

Ek 27/2/53.

28/2/53.

5

ENCLOSURES:

Copy of letter No.Ref. C. 924/53-B2 (1) dated 4-2-53 from the Collector of South Kanara to the Secretary to the Commissioner of Civil Supplies, Board of Revenue (CS) Madras.

Sub: Establishment - (CS) staff - Retention beyond 31-3-53 - Proposals - submitted.

Ref: 1. Board's L.Dis. F.11.890//53 CS dated 8-1-53.
2. My interim reply ref. C.No. 924/53-P2 dated 31-1-53.

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In G.O.Nos. Ms. 504, Food and Agriculture dated 6-3-52, and 312 Ms. Food and Agriculture dated 4-3-52, the Government were pleased to sanction for a period of one year from1-4-52, the Civil Supplies Staff specified in annexure I (excepting the Firka Supply Officers and their peons) In Board's Ref. 15894-52-I (CS) dated 20-2-52 permission was granted for the entertainment of 28 Firka Supply Officers and 28 peons to work under them. Out of this staff, the staff mentioned in annexure II was retrenched in the course of the year owing to the Decontrol policy of the Government. The particulars of the residual staff now working in the district are given in Annexure III.

1/ The staff now working in the District (as mentioned in Annexure III) is the barest minimum essentially required for the efficient working of the C.S. and Anti-smuggling work. In this connection I invite the Board's attention to my report Ref. C.No. 21011/52-P2 dated 22-11-52, Ref. C.No. P2.21011/52 dated 7-11-52 and Ref. P.2. 21011/52 dated 5-11-52 in which I have already given sufficient reasons justifying the continuance of the existing staff upto 31-3-1953. While reiterating them here, I have to add that both the executive and the clerical staff now left over is absolutely necessary for 1952-53 also, mainly for the following items of work, namely:

1) Effective prevention of smuggling.
2) Administration of the Revised Food Policy of the Government for 1953.
3) Administration of the Food Grains (Licensing and Procurement) order 1953) (Central)
4) Working of the Madras Drugs Control Order, 1949.
5) Working of the Supplies and prices of Goods Act, 1950 and
6) Working of the Madras Rice Mills Licensing Order, 1951.

3. In this context, I have to state that, according to the latest orders on the subject, identity cards have to be issued to all non-producers and partial producers requiring Milo/Wheat in rural areas of the entire district. Even in Ex-statutorily rationed Urban areas of the District (Mangalore, Kasargod and Udipi) and in the Informally Rationed areas of Hosdrug Sub Taluk, Ration cards will have to be renewed and issued to cardholders. What is more, is that in order to prevent leakage of foodgrains, these cards will not only have to be judiciously issued, but they will also have to be checked from time to time for eliminating bogus cards and to prevent overdrawals. The Board will appreciate that all this involves considerable scriptory and supervision work. The lean months of the current year are not far from sight. Owing to the unfavourable seasonal conditions, the yield of the Ist paddy crop, (the main crop of the District) has been below normal. On account of the belated and untimely rains, the yield of the IInd crop paddy is naturally expected to be below normal. The IIIrd paddy crop in this district is nominal. On the whole, therefore, the crop yield of the entire year is bound to be below normal. Consequntly, the necessity may arise for the opening of more Fair Price shops in rural areas during the lean months. Necessity may likewise arise for making arrangements for the issue of rice to the rural population in deficit pockets of the district in order to check the upward trend of prices, which phenomenon is a normal occurance even during the precontrol period.

P/T/O

Information is being received from time to time that smuggling of rice and paddy takes place along the sea-coast, to Goa, Bombay North Kanara and Malabar and also through trains atc. to Malabar. For want of adequate supervisiory Anti-smuggling staff, I have been compelled to utilize the services of the Civil Supplies staff for checking these smuggling activities. Due to the utter inadequacy of the strenth of both the Civil Supplies and Anti-smuggling staff, the preventive efforts have not resulted in putting down smuggling of foodgrains effectively and to my satisfaction. With the approach of the lean months, the temptation for smuggling of foodgrains offerred to professional smugglers will be too great for them to resist. Consequently, with their added activities, unless additional staff is sanctioned, larger quantity of foodgrains will be smuggled outside the District draining away its food resources correspondingly.

Another important point, I wish to emphasise here is that all future imports of foodgrains into the District will be on Agency System. Rice will have to be imported to this District to feed the 3 ~~exstatutorily~~ statutorily Rationed Urban areas and Hosdrug Sub Taluk where the informal rationing will continue to be in force throughout the year 1953. These grains will have to be taken delivery of at various reception centres and handed over to Government agents under the agency system. This system requires the maintenance of the stock registers in my office and as well as in Taluk Offices, necessitating their constant check as also the inspection of the imported stocks regularly to prevent deterioration and ensure their judicious distribution. The disposal of these stocks will have also to be carefully watched. Furthermore, the accounts maintained by wholesalers will have to be ~~xxxxxx~~ cnecked frequently in order to see that no loss to Government occurs at any stage.

4. In the above circumstances, I submit that the entire existing staff is absolutely necessary for the District. Hence, its retention till 31-3-54 may be sanctioned. Nevertheless, I shall review the position once in every three months, bearing in mind the paramount importance of keeping only the irreducible minimum staff required for efficient Civil Supplies and Anti-smuggling work and retrench straightaway, such staff or portion thereof as may be found surplus, and report to the Board the result of the review at the commencement of every succeeding quarter.

5. I have not received from most of my subordinate officers, the statistics required by the Board in the forms prescribed. I have, however, taken suitable steps to secure them urgently. I shall submit this statistics at the earliest possible moment.

TRUE COPY

Ek 26/2/53. SUPERINTENDENT.

Annexure I - Particulars of staff sanctioned.

Particulars of staff.	Details of scales of pay per mensem.		
	Scale of pay.	Special pay.	Others compensatory allowance.
	Rs.	Rs.	Rs.
I CIVIL SUPPLIES STAFF:			
One Dt.Supply Officer (in the grade of Dy.Collector)	300--700	50	
Two U.D.Cs.) For work Three L.D.Cs.) under the One Typist.) Dt.Supply Four peons.) Officer.	80--110 45--90 45--90 18--25		
One L.D.C. (for work in the Collector's office).	45--90		
Nine TalukSupply Officers. (Dy. Tahsildars).	150-200		
Twelve peons (2 for each of the T.S.Os. of Coondapur, Karkal and Udipi and one for each of the remaining 6 taluk supply officers.)	18--25		
Six U.D.Cs. (one for each TalukOffice).	80--110		
Twenty-one L.D.Cs (3 in each of) the 6 taluk Supply offices and 1 in each of the sub Taluk offices.	45--90		
Three L.D.Cs. (one in each of the three R.D. Officers offices).	45--90		
Procurement staff sanctioned in Board's Ref.15894/52-I (S) dated 20-2-1952.			
28 Firka Supply Officers for the District.	45--90		
28 peons to the 28 Firka Supply Officers.	18--25		
II Reception Staff:			
One Reception Dy. Tahsildar.	150--200		
Three L.D.Cs. (one for executive work and two for work under Rec. Dy. Tahsildar).	45--90		Rs. 4/- as conveyance allowance to Revenue Inspector.
Two peons (one for Rec. Dy. Tahr) and one for Spl. Ref. Inspector.	18--25		
III One Head Accountant.	110		
One L.D.C.	45--90		
IV Rationing staff sanctioned in G.O.Ms.No. 312, Food and Agriculture department dated 4th March,1952.			

p.t.o.

EF

I.

	Rs.	Rs.	Rs.
I. Rationing Office, Mangalore:			
One Rationing Officer, II Grade.	200--300	30	
Two R.Os. III Grade.	150--200	25	
Three U.D.Cs.	80--110		
Twentynine L.D.Cs.	45--90		
Six Checking Inspectors.	45--90		
Two Attenders.	24--35		
Eleven Peons.	18--25		
1.L.D.C. from 1-4-52 to 30-9-52	45--90		
10 Enquiry Officers.	45--90		
II Rationing Office, Kasargod:			
One Rationing Officer III Grade.	150--200	25	
One Upper Divn. Clerk.	80--110		
Six L.D.Cs.	45--90		
Two Enquiry Officers.	45--90	4	
One Checking Inspector.	45--90	4	
One Attender.	24--35		
Three peons.	18--25		
III Rationing Office Udipi:			
One Rationing Officer III grade.	150--200	25	
One Upper Division Clerk.	80--110		
Six L.D.Cs.	45--90		
Two Enquiry Officers.	45--90	4	
One Checking Inspector.	45--90	4	
One Attender.	24--35		
Three peons.	18--25		

E.E - - -

ANNEXURE-II.

Particulars of C.S. staff retrenched:

Particulars of staff retrenched or downgraded.	Details of scales of pay per mensem.		
	Scale of pay.	Special pay.	Other compensatory allowances.
1.	2	3	4
	Rs.	Rs.	Rs.
CIVIL SUPPLIES STAFF:			
1) One Dt. Supply Officer (in the grade of Dy.Collector).	300--700	50	
Post converted with immediate effect into post of C.S. Tahsildar on Rs. 200-300 plus O.C.A. Rs. 50/- p.m. (Govt.Memo. No. 35749/E/52- Food and Agriculture department dated 28-6-52).			
2) One Upper Division Clerk.	80--110		
One Lower Division Clerk.	45--90		
One peon.	18--25		
3) 8 T.S.Os. (Dy.Tahr's grade) convertedinto posts of Asst. Taluk Supply Officers on Rs. 110/- p.m. (Govt. Memo. 45020/E/52-2 dated 28-7-52).	150--200		
One Asst. Taluk Supply Officer (Karkal abolished - Board's Ref. F.II.145991/52-1 dated 12-9-52).			
Two Asst. Taluk Supply Officers retrenched from 16-12-52 as per Bd's Ref. 173365/52-2 (CS) dated 4-12-52.			
Peons:			
3 peons abolished in connection with the conversion of T.S.Os. 3 peons retrenched as per (Bd's Ref. F.II.145991/52-1 dated 12-9-52 and Bd's Ref. 173365/52-2 (CS) dated 4-12-52).	18--25		
U.D.Cs.			
6 U.D.Cs. (one for each) Taluk Office retrenched in Board's Spl.F.II-10859 /52-1 dated 14-6-52 and this office report Ref. 15866/52 dated 18-6-52.	80--110		
L.D.Cs:			
3 L.D.Cs. (one in each of the three Rev. Divl.Officers Office abolished in this office Ref. 15866/52 dated 18-6-52.	45--90		
14 L.D.Cs. - 12 L.D.Cs (at 2 in each) of the 6 taluk Supply Officer's office and 2 L.D.Cs. (at one fromeach of the Dy.Tahsildar's Office of Buntwal and Belthaggady.	45--90		

p/t/s

28 Firka Supply Officers sanctioned for 9 months from 1-4-52 in Bd's Ref. F.II. 15894/52-1 CS dated 20-2-52 and retrenched in Bd's 15866/52 dated 18-6-52.	45--90		
28 peons - abolished "	18--25		

III Establishment consisting of one Head Accountant and one L.D.C.

NIL

IV. (a) Rationing Staff - MANGALORE

1) One R.O. (Mangalore II grade) down graded as R.O. III grade on Rs. 150--200 from 16-6-52 in Board's Ref. No. 97650-K1/52-VIII dated 13-6-52.	200--300	50	(conveyance allowance)
One R.O. III grade abolished.	150--200	25	
One R.O.III grade down grades as A.R.O. IV. grade Rs. 150/- in Bd's Ref. 97650/K1/52 VIII dated 13-6-52.			
3) 3 U.D.Cs. abolished in Bd's Ref. 97650/K1/52-VIII dated 13-6-52	80--100		
4) 28 L.D.Cs. abolished in Bd's Ref. 97650-K1/52 VIII dated 13-6-52	45--90		
5) 10 Enquiry Officers abolished.	45--90		
6) 6 Checking Inspectors "	45--90		
2 Attenders "	24-35		
Nine peons. "	18--25		
One L.D.C.(sanctioned from 1-4-52 to 30-9-52 in para 3 of G.O.Ms.No. 312/Food and Agriculture dated 4-3-52 retrenched Bd's Ref. 97650/K1/52 VIII dated 13-6-52	45--90		

b) Rationing Office, Kasargod:

One R.O.III grade. downgraded as A.R.O. IV grade on Rs. 150/- (Bd's 97650/K1/52-VIII/ 13-6-52)	150--200	15	
One U.D.C. retrenched)	80--110		
6 L.D.C.s retrenched.)Bd's Ref. 97650	45--90		
2 Enquiry Officers.)K1/52-VIII dated	45--90	4	
1 Checking Inspector.) 13-6-52.	45--90	4	
1 Attender.)	24--35		
2 Peons.)	18--25		

c) RATIONING OFFICE UDIPI:

One R.O.III grade downdradedd to R.O.IV. grade on Rs. 150/- (Bd's 97650-K1/52 VIII	150--200	15	
One U.D.C. "	80--110		
6 L.D.Cs. "	45--90		
2 Enquiry Officers "	45--90	4	
1 Checking Inspector "	45--90	4	
1 Attender "	24--35		
2 Peons. "	18--25		

One R.O. IV Grade - retrenched 150/-
Bd's telegram No. 122304/KI/52
dated 31-8-52 from 1-9-52)

One peon abolished (Bd's Telegram No.
122304-KI/52 dated 31-8-52 from
1-9-52 fxm) and Bd's Ref. C.No.
122304/K1/52-2 dated 31-8-52. 18--25

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SUPERINTENDENT.

Ek 27.2.53

25/3/53

ANNEXURE-III. Particulars of the existing staff.

Particulars of staff.	Details of scale of pay.		
	Scale of pay.	Special pay.	Other compensatory allowance.
1	2	3	4
I CIVIL SUPPLIES:			
One C.S. Tahsildar.	200--300		
One U.D.C.) to work	80--110		
3 L.D.Cs.) under	45--90		
One Typist.) C.S.	45--90		
3 peons.) Tahsildar.	18--25		
1. T.S.O. (for Hosdrug Sub Tk)	150--200		
5 A.T.S.Os. (4 in 4 taluks and 1 in Nileshwar Firka of Hos. sub taluk).	110		
7 L.D.Cs. (one in each T.O. and on in Dy. Tahsildar's office, Hosdrug).	45--90		
6 Peons (one each to each of the A.T.S.Os.and one for the T.S.O. Hosdrug.)	18--25		
1 L.D.C.sanctioned till 15-12-52 in G.O.Ms. 890- Food and Agriculture dated 31-5-52 (a)	45--90		
III Reception Staff:			
One Rec. Dy.Tahsildar.	150--200	20	
Three L.D.Cs. (one for executive work and two for work under Rec. Dy. Tahsildar).	45--90	4 (for the Spl. Rev. Inspector)	
2peons (one for Rec. Dy. Tahr.) and one for Spl. Rev. Inspector.	18--25		
1 Head Accountant.	110		
1 L.D.C.	45--90		
IV 1 R.O. III grade for Mangalore.	150--200	25	
2 A.R.Os. IV grade at one each for Mangalore and Kas.	150	15	
1 L.D.C. (to work under R.O. Man.	45--90		
3 peons (one to each of the 2 A.R.Os. and R.O. Mangalore).	18--25		

(a) Extension granted for 2 months from 16-12-52 to 15-2-53 in Govt.Memo. 75152/E/52-2 Food andAgriculture dated 6-12-52 - Post created for work connected with writing up of Registers relating to issue of foodgrains to Major establishments. This post will be retrenched on 16-2-53.

K Ramakrao

SUPERINTENDENT.

2/3/53.

Food and Agri(E) Dept.

Please see 10-3-53

Memo. No. 13400 E/53-1 dt 10-3-53

Sub: Estt:- Civil Supplies- South Kanara Dt Staff- Retention beyond 31.3.53.

Ref: From The Bd. of Rev(L.C.S.) Ref. F.II. 18486/53(C.S.). dt 26.2/53.

From the information furnished by the Collector of South Kanara, it is not possible to see whether there is full justification for the retention of the staff asked for beyond 31.3.53. The Bd. of Rev(LS) is requested to obtain and forward a statement from the Collr. showing the number of applications received month-wise by each of the existing Civil Supplies clerks (inclusive of those working in the Taluk, Sub. Taluk & Rationing Officers Reception Dy. Tahsildar's offices) from April 1952 to Feb. 53 and in the light of these statistics state whether he considers that there is full justification for the retention of the entire staff asked for.

2. The Collr. of South Kanara may also be requested to indicate the details of the subjects dealt with by each member of the staff, while furnishing the statement referred to in paragraph 1 above.

8/3/53

9.3.53

10-3-53

The Bd. of Rev(LCS)

Copy to the Collr. of South Kanara, Mangalore

E

17

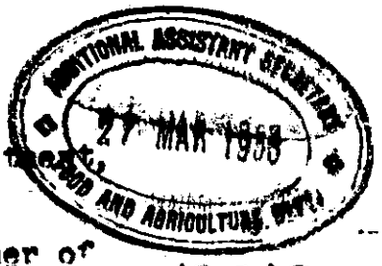
SPECIAL.
Ref. C.No.924/53- P2.

S.K. Collector's Office,
Mangalore, dated 24.3.53.

From

18970

Sri C.A. Ramakrishnan, I.C.S.,
Collector of South Kanara,
Mangalore.



The Secretary to Government,
Food and Agriculture Department,
M A D R A S.

Through

The Secretary to the Commissioner of
Civil Supplies, Board of Revenue, (C.S.) Chepauk,
M A D R A S-5.

Sir,

ESTABLISHMENT - Civil Supplies - South Kanara Dt- Staff retention beyond 31.3.53- Statistics on currents and subjects dealt with - particulars - report- Submitted.

Ref: (1) Govt. Memorandum F. and A. No.13400/E/53-1 dated 10.3.53.
(2) Bd's Ref. F.IL-18486/53 (CS) dated 13.3.53.

The statement showing the number of currents received monthwar by each of the existing Civil Supplies Clerks (including those working in the Taluk, Sub Taluk and Reception Deputy Tahsildar's Offices) from April 1952 to February 1953 is enclosed.

2/- Besides the currents actually registered, a rarily large number of unregistered references are also being attended to mostly in the subordinate Offices. Moreover, fortnightly, monthly, Quarterly and annual periodicals, both incoming and outgoing have to be watched, scrutinised, compiled and put up by each of the Civil Supplies Clerks. As imports of all foodgrains to this district will be on Agency system hereafter there will be heavy increase of work in all the offices of the District, including Taluk Offices, as several registers have to be maintained under the system bills prepared and passed from time to time with expedition movements ordered and watched frequently and accounts rendered fortnightly, monthly, Quarterly and Annually to the Superior Offices by this office as well as by my Sub-offices. There will be frequent audits of accounts by the Board's Audit Inspection Party, State Trading Scheme Audit Party and the Accountant General's Audit party. These audits have to be attended to and objections raised answered as far as possible after looking into the old files. All this means a heavy call on the limited time on the already limited staff existing here. Preparation of pay bills, T.A. bills and other work connected with account matters has also to be attended to, both in this office as well as in the subordinate offices by the existing skeleton staff. In view of the implementation of the revised Food Policy of the Government, and the continuance of the same, the existing skeleton Civil Supplies staff is absolutely necessary in the interest of efficient administration and discharge of other work connected with Civil Supplies. I have already submitted the various reasons for the retention of the existing staff in this office Ref. 924/53-P2(1) dated 4.2.1953 submitted to the Board in reply to Bd's L.Dis. F.11.3907/53-CS dated 8.1.53. I reiterate them, stressing the essential necessity of the further retention of the existing skeleton staff and the impossibility of retrenching any portion

of it without adversely affecting efficiency.

3/- Annexure I of this letter gives details of subjects dealt with by each Civil Supplies Clerk. It speaks for itself regarding the volume of work each clerk is now saddled with. The statistics of currents furnished will also sufficiently justify the non-feasibility of effecting further retrenchment without serious prejudice to efficiency and speedy despatch of Civil Supplies work . While retrenchment in the Sub Taluk and Taluk Offices is out of the Question, suggesting it in respect of the barest minimum staff of the P and R sections of my office is neither feasible nor justifiable.

4/- In these circumstances, I, request that the Government may be pleased to sanction the retention of the existing Civil Supplies Staff of the Entire district till 30.6.53 or till the necessity of it ceases, for the present, as already recommended by the Board.

5/- In anticipation of approval, I shall retain the existing Civil Supplies staff beyond 31.3.1953.

Yours faithfully,

For Collector.

Copy to the Secretary to Govt. Food and Agriculture Dept. Madras for information.

25.3.53

ANNEXURE I

COLLECTOR'S OFFICE
P. Section.

P1. Revised Food Policy- Sanction of prosecutions etc. under the various control orders -Other papaers relating to ex-statutory Rationed area- Appeal on orders passed by Rationing Officers A.R.Os and A.T.S.Os- Drugs control Order Supply and Price Goods Act- Food grains (Levy and Procurement) Order 1952- Daily, Weekly, fortnightly and monthly returns regarding the stock position and Offtake of foodgrains- Refund of license fees- Madras Rice Mills Licensing Order 1952- Refund of Security deposits from Estt-owners - Relating to ex-statutorily rationed areas.

2- Establishment (C.S. and Rationing)- Compilation of control of expenditure statement under "63 Extra-ordinary charges"- Watching of sanction and submission of Budget Estimate - Issue of permits for inter zonal transport in respect of Land Lords and Others - Issue of permits to Amindivi Islanders and Malabar Islanders - Camp Correspondence relating to issue of rice made to ship stores - submissio of retruns of xxx prosecutions and convictions under Food Control and Rationing Orders- Preparation of Pay Bills, T.A. bills and other Misc. subjects - Fortnightly, monthly, quarterly and Annual periodicals.

P4- Rural Rationing - Fair Price shops - Diaries of Tahsildars, Taluk Supply officers and R.Os Reviews - Tour diaries of C.S. Tahsildar-Refund of security deposits of ex-retailers Submission of periodicals fortnightly monthly quarterly and annual

P5- Despatch work and the work of Fair copy superintendent for both P and R section.

R SECTION (Under Rec.Dy. Tahsildar.)

R1 Reception, Storage, movement of foodgrains (Wheat and Wheat products) Correspondence relating to he them- Fixation of Prices - maintenance of registers under the agency system and rendering of monthly, quarterly and annaul accounts to the Board - Preparation of bills relating to commission, godown rent- transport charges, incidental charges etc. due to the Agent- Preparation of contingent Bills, T.A.Bills, and Pay Bills of Rec.Dy. Tahsildar's Office-Maintenance of accounts relating to Collector's Personal Deposit Account relating to Grain Supply Scheme - Quarterly verification thereof- Maintenance of registers of advices Register of Release of grains Adjustment of their value - Register of Railway claims - Register of Demurage charges- Register of cheques received and issued etc.

R2 Import of Rice and paddy - Reception, Storage and distribution and fixation of prices maintenance of various registers under the agency system and rendering of monthly quarterly and annual accounts to the Board - Preparation of bills and

checking of accounts relating to claims for interest on stocks of rice held over 3 months- salt - Preparation of proforma accounts etc. C.S. Vehicles (Jeeps, Land Rover and Station Waggons) Maintenance of - Allotment and preparation of contingent bills of drivers.
Reception, storage and movement of Milo, millets and correspondence relating to them- fixation of prices -maintenance of registers under the [illegible] and rendering of monthly, quarterly and Annual accounts - Preparation of bills for commission, godown rent and other allowances to the agents - Maintenance of cash book under the State trading Scheme - Fixation of prices of sugar and distribution of sugar among Taluks and all correspondence relating to sugar, Tapioca, Jaggery, sweet potatoes, Vegetable oil control Order - Watching of the Collection of Administration surcharge and submission of statements - Watching of the Collection of subsidy surcharge and U.P. surchage and submission of Statts - Bonus Scheme chowkies and correspondence thereto

Taluk Office

D1 - C.S. - Rationing - Estt. Pay Bills T.A.Bills Control of expenditure - F.P. shops accounts Scrutiny Refund of security deposits of ex-retailers - Watching of prices of rice and food situation - checking of cards -anti-smuggling activities - Identity cards- M.R.M.L.O. 52 - Drugs Act- Madras (L & MP) orders and other Mis. work

Sub Taluk Offices. D1 -do- -do-

For Collector.

25.3.53 S.K. Collector's Office, Mangalore, dated 24.3.53

26

Food and Agri(E).

Pages 17-25 and may be perused The BoI's reply may be awaited upto 4.4.53. for further action.

30/3/53 30/3/53 30/3/53

Statement showing the no of currents received monthwise by each of the existing C.S clerks (inclusive of those working in the Taluk and Sub Taluk offices and Rec. Dy. Tahsildar's office from April 1952 to February 1953.

Name of the office.	Section Letter & No of the clerk in office.	No of currents received monthwise by each clerk.											Remarks
		April 1952	May 1952	June 1952	July 1952	Aug. 1952	Sept 1952	October 1952	Nov 1952	Dec 1952	Jan. 1953	Feb. 1953	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
1) Collector's Office (C.S. Branch) P Section (under C.S Tahsildar)	P1 (Note)	109	93	92	71	92	49	75	78	54	71	88	
	P2 (")	118	110	69	—	—	—	—	—	—	—	—	Retrenched and work distributed to P1
	P3 (Note)	93	96	71	81	70	67	69	72	70	55	75	
	P4 (")	65	91	53	115	59	57	88	89	71	89	90	
	P5 (")	23	7	—	—	—	—	—	—	—	—	—	Retained The work of only F.C.S & Dispatch & other work transferred to R1 - Reconciliation of accounts relating to collection of Differential value from major Depts.
	P6 (")	19	20	13	—	—	—	—	—	—	—	—	Retrenched & the work distributed to P1 & P4
2) R. Section (under Rec. Dy. Tahsildar)	R1 (Note)	56	79	40	64	49	56	63	65	46	46	47	
	R2 (")	40	27	42	36	39	33	41	32	36	29	37	
	R3 (")	50	36	27	48	23	27	42	39	34	46	41	
	R4 (")	—	—	9	4	6	3	2	1	1	1	—	Post sanctioned from 16/6/52 & abolished on 16/2/53 F.N
Taluk office Mangalore	A Clerk (Note)	52	60	63	—	—	—	—	—	—	—	—	Retrenched & the work transferred to P

											116	106	
	P_2 (")	50	55	58	–	–	–	–	–		–	–	Retrenched & his work transferred to P_1
	P_3 (")	40	48	52	–	–	–	–	–		–	–	Retrenched & his work transferred to P_1
3) Taluk Office Karkala	Atte (Male)	not available			–	–	–	–	–	–	–	–	Retrenched & his work transferred to P_1
	P_1 (Male)	152	129	69	43	101	58	81	59	45	63	43.	
	P_2 (")	not available.			–	–	–	–	–	–	–	–	Retrenched & his work transferred to P_1
	P_3 (")	Not available			–	–	–	–	–	–	–	–	Retrenched & his work transferred to P_1
4) Taluk Office Udupi	Atte (Male)	23	60	68	–	–	–	–	–	–	–	–	Retrenched & his work transferred to P_1
	P_1 (Male)	81	85	75	85	86	44	50	42	4	98	81	
	P_2 (")	64	64	39	–	–	–	–	–	–		–	Retrenched & his work transferred to P_1
	P_3 (")	37	36	10	–	–	–	–	–	–	–	–	Retrenched & his work transferred to P_1
5) Taluk Office Puttur	Atte	41	33	21	–	–	–	–	–	–	–	–	Retrenched & his work transferred to P_1
	P_1	96	104	87	87	97	12	54	85	71	69	70.	
	P_2.	24	21	4	–	–	–	–	–	–	–	–	Retrenched & his work transferred to P_1
	P_3.	26	25	–	–	–	–	–	–	–	–	–	Retrenched & his work transferred to P_1
6) Taluk Office Coondapur	Atte	7	6	2	–	–	–	–	–	–	–	–	Retrenched & his work transferred to P_1
	P_1	28	30	54	60	81	54	79	57	63	73	49	
	P_2.	10	11	2	–	–	–	–	–	–	–	–	Retrenched & his work transferred to P_1
	P_3	50	27	28	–	–	–	–	–	–	–	–	Retrenched & his work transferred to P_1

SPECIAL

E

BOARD OF REVENUE(CIVIL SUPPLIES)

Subject:-

ESTABLISHMENT--Civil Supplies--South Kanara District--Retention of staff beyond 31-3-53--Further report submitted.

-v-v-v

Food and Agri(E) Dept

Abs: Establishment - Civil Supplies - ~~Staff~~ South Kanara Dt - Staff - Retention beyond 31.3.53 Sanctioned.

Read:G.O.Ms. 334, F&A, dated 6.3.52.

Read also: From the Board of Rev(CS) Ref FII.18486/5 dated 26.2.53.
From the Board of Rev(CS) Ref FII.18486/5 dated 30.3.53.

G.O.MS. NO. 596 D/ 21-4-1953

The Government have examined the proposals submitted by the Board of Rev(CS) for the retention of the Civil Supplies staff in the South Kanara Dt beyond 31.3.53. They observe that even after allowing for unregistered papers, etc, the out turn of work in the office of the Collector of South Kanara is far below the normal out turn expected of each clerk and ~~that~~ consider that the posts of two lower-division clerks may be retrenched immediately. The Board of Rev(CS) is requested to instruct the Collr. of South Kanara to retrench the posts of two lower division clerks with immediate effect and submit separate proposals for sanctioning the retention of these posts from 1.4.53 to the date of their actual retrenchment. Sanction is accorded to the retention from 1.4.53 to 30.6.53 or till the need for its retention ceases, whichever is earlier of the/staff remaining specified in the annexure to this order for C.S. work in the South Kanara Dt.

The Govt observe that ~~the~~ unregistered papers and ~~the~~ periodicals have inflated the work of each clerk to a large extent. The Board of Rev(CS) is requested obtain a detailed report in the matter from the Collr. of S. Kanara and examine to what extent the volume of unregistere papers can be reduced and how many of the existing outgoing and incoming periodicals can be discontinue so that some retrenchment of the staff that has been

sanctioned in para 1 above may be effected by the end of May 1953 at the latest. A report on the results of the review may be submitted to Govt not later than 15.5.53.

3. The Bd. of Rev(C.S.) is requested to instruct the Collr. of S.K. to justify the retention of the post of Typist w.e.f. the average no. of pages typed by him per day, which submitting proposals for the retention of the staff beyond 30.6.53

4. The expenditure in respect of the staff mentioned under item I of the Annexure should be debited to "63.Extraordinary charges - a. Charges in India - B. Establishment for Price Control I. Board of Rev(CS) while the expenditure on the staff mentioned under item II of the annexure should be debited to "85.A. Capital Outlay on Schemes of State Trading - a.Grain Supply Schemes - K. Establishment and other charges".

17/4/53

17.4.53

Annexure

[HE Staff as at 1/p 3-4 as amended in pencil]

17.4.53

To the Board of Rev(CS)
To the Board of Rev(Accts Br)
To the A.G. Madras thro' Fin
To the Collr. of South Kanara Mangalore.

S.C. -3

33

SPECIAL.
Ref.C.No.924/53- P2.

S.K.Collector's Office,
Mangalore,dated 24.3.53.

From

Sri C.A. Ramakrishnan, I.C.S.,
Collector of South Kanara,
Mangalore.

To

The Secretary to Government,
Food and Agriculture Department,
M A D R A S.

Through

The Secretary to the Commissioner of
Civil Supplies, Board of Revenue,(C.S.)Chepauk,
M A D R A S-5.

Sir,

ESTABLISHMENT - Civil Supplies - South Kanara Dt- Staff retention beyond 31.3.53- Statistics on currents and subjects dealt with - particulars - report- Submitted.

**

Ref: (1) Govt.Memorandum F.and A.No.13400/E/53-1 dated 10.3.53.
(2) Bd's Ref.F.IL-18486/53 (CS) dated 13.3.53.

**

The statement showing the number of currents received monthwar by each of the existing Civil Supplies Clerks(including those working in the Taluk, Sub Taluk and Reception Deputy Tahsildar's Offices) from April 1952 to February 1953 is enclosed.

2/- Besides the currents actually registered, a fairly large number of unregistered references are also being attended to mostly in the subordinate Offices. Moreover, fortnightly, monthly, Quarterly and annual periodicals, both incoming and outgoing have to be watched, scrutinised, compiled and put up by each of the Civil Supplies Clerks. As imports of all foodgrains to this district will be on Agency system hereafter there will be heavy increase of work in all the offices of the District, including Taluk Offices, as several registers have to be maintained under the system bills prepared and passed from time to time with expedition movements ordered and watched frequently and accounts rendered fortnightly, monthly, Quarterly and Annually to the Superior Offices by this office as well as by my Sub-offices There will be frequent audits of accounts by the Board's Audit Inspection Party, State Trading Scheme Audit Party and the Accountant General's Audit party. These audits have to be attended to and objections raised answered as far as possible after looking into the old files. All this means a heavy call on the limited time on the already limited staff existing here. Preparation of pay bills, T.A.bills and other work connected with account matters has also to be attended to, both in this office as well as in the subordinate offices by the existing skeleton staff. In view of the implementation of the revised Food Policy of the Government, and the continuance of the same, the existing skeleton Civil Supplies staff is absolutely necessary in the interest of efficient administration and discharge of other work connected with Civil Supplies. I have already submitted the various reasons for the retention of the existing staff in this office Ref.924/53-P2(1) dated 4.2.1953 submitted to the Board in reply to Bd's L.Dis. F.11.3907/53-CS dated 8.1.53. I reiterate them, stressing the essential necessity of the further retention of the existing skeleton staff and the impossibility of retrenching any portion

of it without adversely affecting efficiency.

3/- Annexure I of this letter gives details of subjects dealt with by each Civil Supplies Clerk. It speaks for itself regarding the volume of work each clerk is now saddled with. The statistics of currents furnished will also sufficiently justify the non-feasibility of effecting further retrenchment without serious prejudice to efficiency and speedy despatch of Civil Supplies work . While retrenchment in the Sub Taluk and Taluk Offices is out of the Question, suggesting it in respect of the barest minimum staff of the P and R sections of my office is neither feasible nor justifiable.

4/- In these circumstances, I, request that the Government may be pleased to sanction the retention of the existing Civil Supplies Staff of the Entire district till 30.6.53 or till the necessity of it ceases, for the present, as already recommended by the Board.

5/- In anticipation of approval, I shall retain the existing Civil Supplies staff beyond 31.3.1953.

Yours faithfully,

For Collector.

Copy to the Secretary to Govt. Food and Agriculture Dept. Madras for information.

25.3.53

ANNEXURE I.

COLLECTOR'S OFFICE
P. Section.

P1. Revised Food Policy- Sanction of prosecutions etc. under the various control orders -Other papaers relating to ex-statutory Rationed area- Appeal on orders passed by Rationing Officers A.R.Os and A.T.S.Os- Drugs control Order Supply and Price Goods Act- Food grains (Levy and Procurement) Order 1952- Daily, weekly, fortnightly and monthly returns regarding the stock position and Offtake of foodgrains- Refund of license fees- Madras Rice Mills Licensing Order 1952- Refund of Security deposits from Estt-owners - Relating to ex-statutorily rationed areas.

P2- Establishment (C.S. and Rationing)- Compilation of control of expenditure statement under "63 Extra-ordinary charges"- Watching of sanction and submission of Budget Estimate - Issue of permits for inter zonal transport in respect of Land Lords and Others - Issue of permits to Amindivi Islanders and Malabar Islanders - Comp Correspondence relating to issue of rice made to ship stores - submission of retrurns of xxx prosecutions and convictions under Food Control and Rationing Orders- Preparation of Pay Bills, T.A. bills and other Misc. subjects - Fortnightly, monthly, quarterly and Annual periodicals.

P4- Rural Rationing - Fair Price shops - Diaries of Tahsildars, Taluk Supply Officers and R.Os Reviews - Tour diaries of C.S. Tahsildar-Refund of security deposits of ex-retailers Submission of periodicals fortnightly monthly quarterly and annual

P5- Despatch work and the work of Fair copy superintendent for both P and R section.

R SECTION (Under Rec.Dy. Tahsildar.)

R1 Reception, Storage, movement of foodgrains (Wheat and Wheat products) Correspondence relating to ~~he them~~ Fixation of Prices - maintenance of registers under the agency system and rendering of monthly, quarterly and annaul accounts to the Board - Preparation of bills relating to commission, godown rent, transport charges, incidental charges etc. due to the Agent- Preparation of contingent Bills, T.A.Bills, and Pay Bills of Rec.Dy. Tahsildar's Office-Maintenance of accounts relating to Collector's Personal Deposit Account relating to Grain Supply Scheme - Quarterly verification thereof- Maintenance of registers of advices Register of Release of grains Adjustment of their value - Register of Railway claims - Register of Demurage charges- Register of cheques received and issued etc.

R2 Import of Rice and paddy - Reception, Storage and distribution and fixation of prices maintenance of various registers under the agency system and rendering of monthly quarterly and annual accounts to the Board - Preparation of bills and

checking of accounts relating to claims for interest on stocks of rice held over 3 months-salt - Preparation of proforma accounts etc. C.S.Vehicles (Jeeps,Land Rover and Station Waggons) Maintenance of Allotment and preparation of contingent bills of drivers.
Reception, storage and movement of Milo, millets and correspondence relating to them- fixation of prices -maintenance of registers under the agency system and rendering of monthly, quarterly and Annual accounts - Preparation of bills for commission,godown rent and other allowances to the agents - Maintenance of cash book under the State trading Scheme - Fixation of prices of sugar and distribution of sugar among Taluks and all correspondence relating to sugar, Tapioca, Jaggery, Sweet potatoes, Vegetable oil control Order - Watching of the Collection of Administrative surcharge and submission of statements - Watching of the Collection of subsidy surcharge and U.P. surchage and submission of Estts - Bonus Scheme chowkies and correspondence thereto

Taluk Office

P1 - C.S. - Rationing - Estt. Pay Bills/ T.A.Bills Control of expenditure - F.P. shops accounts Scrutiny/Refund of security deposits of ex-ex-retailers - Watching of prices of rice and food situation - checking of cards -antismuggling activities - Identity cards- M.R.M.L.O. 52 - Drugs Act- Madras (L & MP) orders and other Mis. work

Sub Taluk Offices. D1 -do- -do-

For Collector.

25.3.53

S.K.Collector's Office, Mangalore,dated 24.3.63

Statement showing the number of currents received monthly

from April 1952 to

Name of the Office	Section letter and No. of the link in Office.	No of currents received monthly on each link										Remarks.
		April 1952	May '52	June '52	July '52	Aug '52	Sept '52	Oct '52	Nov '52	Dec '52	Feb '53.	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(13)	(14)
Collector's Office (C.S. Branch)												
P Section (under C.S Sahebs)	P_1 (Line)	109	93	92	71	92	49	75	78	54	88	
	P_2 (")	118	110	69	-	-	-	-	-	-	-	Entrenched & the work distributed between P_1 & P_3
	P_3 (Line)	93	96	71	81	70	47	69	72	70	75	
	P_4 (")	65	91	53	115	54	57	88	89	71	90	
	P_5 (")	23	7	-	-	-	-	-	-	-	-	Retained the work of only F.C.S & Rejoinders transferred to R_1.
	P_6 (")	19	20	13	-	-	-	-	-	-	-	Entrenched & the work Distributed to P
R. Section (under Dis Rly. Sahebs)	R_1 (Line)	56	79	40	64	49	56	63	65	46	47	
	R_2 (")	40	27	42	36	39	33	41	32	36	37	

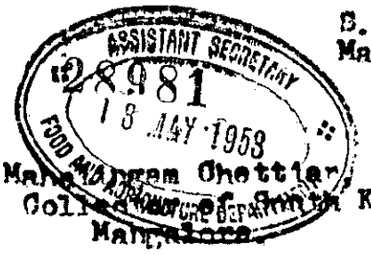
	" R_H (")	—	—	9	H.	6	3	2	1	1		—	Cost sanctioned from 11/52 vabolished on 16-7-53
1) Taluk office mangalore.	AHC (Wet)	52	60	63	—	—	—	—	—	—	—	—	Retrenched & the work transferred to
	P_1 (Wet)	67	41	32	47	112	80	80	93	72	116	106.	
	P_2 (")	50	55	58	—	—	—	—	—	—	—	—	Retrenched & the work transferred to P
	P_3 (")	40	48	52	—	—	—	—	—	—	—	—	Retrenched & the work transferred to P_1
3) Taluk office Karkala	AHC (Wet)	Not available			—	—	—	—	—	—	—	—	Retrenched & the work transferred
	P_1 (Wet)	152	129	69	43	101	58	81	59	45		42	
	P_2 (")	nil available.			—	—	—	—	—	—		—	Retrenched & the work transferred to
	P_3 (")	Not available			—	—	—	—	—	—	—	—	Retrenched & the work transferred to P_1
4) Taluk office Udupi	AHC (Wet)	23	60	68	—	—	—	—	—	—	—	—	Retrenched & the work transferred to
	P_1 (Wet)	81	85	75	85	86	44	50	42	41	98	81.	
	P_2 (")	64	64	39	—	—	—	—	—	—	—	—	Retrenched & the work transferred
	P_3 (")	37	36	10	—	—	—	—	—	—	—	—	Retrenched & the work transferred to P_1
5) Taluk office Puttur	AHC	41	33	21	—	—	—	—	—	—	—	—	Retrenched & the work transferred to P_1
	P_1	96	104	87	87	97	12	54	85	72	67	70.	
	P_2	10	11	2	—	—	—	—	—	—	—	—	Retrenched & the work transferred to P_1
	P_3	50	27	28	—	—	—	—	—	—	—	—	Retrenched & the work transferred to P_1

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14).
Kothe Bridge	NHe (Male)	7	6	2	—	—	—	—	—	—	—	—	Retrenched & the work transfd.
	S (Male)	23	30	54	60	81	54	79	57	63	73	49	
	S_2 (")	10	11	2	—	—	—	—	—	—	—	—	Retrenched & the work transfd.
	S_3 (")	50	27	28	—	—	—	—	—	—	—	—	Retrenched & the work transfd to
Ak Office Bridge.	AHe. (Male)	52	54	53	—	—	—	—	—	—	—	—	Retrenched & the work transfd
	P_1 (Male)	60	67	63	102	111	48	102	78	67	99	109	
	P_2 (")	58	62	64	—	—	—	—	—	—	—	—	Retrenched & the work transfd
	P_3 (")	48	51	49		—	—	—	—	—	—		Retrenched & the work transfd to
Dakdaan Powerhouse	D_1 (Male)	36	60	47	—	—	—	—	—	—	—		Retrenched.
Dakdaan Building Supply	D_1 (")	43	48	50									Retrenched.
Dakdaan Hosing	D_1 (")	114	117	121	65	116	98	109	162	147	140	147	

For Collector S.R.
R/25/3

45

Ref.C.No.924/53-P2. S.K.Collector's Office,
Mangalore, dated 10.5.53.



From

Sri A. Mahalingam Chettiar, B.A.,
Collector of South Kanara,
Mangalore.

To

The Secretary to the Commissioner of
Civil Supplies, Board of Revenue, (C.S.) Chepauk,
M A D R A S-5.

Sir,

ESTABLISHMENT- Civil Supplies - South Kanara District- staff- Retention beyond 31.3.53 - Sanctioned retrenchment of two L.D.Cs- Orders- Implementing of- Report submitted.

***

Ref: 1) G.O.Ms.No.596 F and A dated 21.4.53 and
2) Bd's Ref.F.II.18486/53/dated 28.4.53.
CS.

***

As ordered in paragraph 1 of the G.O.cited, the posts of two L.D.Cs. (i.e.one under C.S.Tahsildar and one under Reception staff) of this office have been retrenched with effect from 30.4.53 A.N. itself. The retention of these two posts from 1.4.53 till the date of disbandment i.e. 30.4.53, may be sanctioned.

2/- The bulk of the unregistered papers constitute circulars or instructions received in regard to the various items of work dealt with in the C.S.section which are to be either filed as or communicated to the subordinate officers. As such, they are not registered under distinct currents but are dealt with as stated above. These communications have to be dealt with as and when received and their receipt is not within my control. They must needs be given some disposal when they were received in this office.

As regards Pdls. almost all of them have been prescribed by the Board. Unless the Board dispenses with some of them, there is no possibility of reducing their number.

3/- In this connection, I wish to point out that after the retrenchment of the two clerks referred to in para 1 above, the entire work of the Civil Supplies branch of my office has been redistributed among the residual staff as per the list appended. A perusal of the list would show that the members of the staff, thus left over have their hands too full to admit of any further retrenchment. After the retrenchment, the residual clerks viz. 1 U.D.C. and 2 L.D.Cs. under the C.S. Tahsildar and 2 L.D.Cs under the Reception staff, got more than 10 currents each per working day, duly reckoning the old currents, replies, Pdls. etc. which is, the minimum standard prescribed in Government Memo.No.28302/L-53-1 dated 26.3.53 There is, thus, no scope for further retrenchment.

4/- Incidentally, I may mention here that the food situation is exhibiting signs of deterioration. The situation will worsen in the lean months(monsoon months) which are fast approaching, causing anxiety and additional work to the office and the officers concerned. The further reduction of the staff will necessarily retard timely action where timely action to avert crisis is called for.

5/- In the circumstances stated above, I request that the Board may be pleased to view the case in the light of the above facts and recommend the retention of the staff now left over till the end of December, 1953 for the present.

Yours faithfully,

For Collector.

11550

P.T.O

Copy to the Secretary to Government, Food and Agriculture Dept.
Fort St. George, Madras..

F & A(E) Dept.

The copy of the ref. from the Collr. of South Kanara at pp. 1-2 and may be perused. The Bd's report may be awaited upto 25.5.53 for further action

16/5/53 SUP 16/5/53

47 H

SPECIAL

BOARD OF REVENUE (CS)

Abstract

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SUB: Establishment Civil Supplies -- South Kanara District -- Retention of Lower division clerks from 1-4-53 to 30-4-53 proposals -- submitted

- -

Board's REF: FII-18486/53 CS dated 16-5-53

From

Sri T.N.S. Raghavan, I.C.S.,
Commissioner of Civil Supplies,
Board of Revenue, Chepauk, Madras.

K. Ghulam Mahmood, I.A.S.,
Secretary to the Commissioner of Civil
Supplies, Board of Revenue, Chepauk, Madras

H 231-32 CF (1)
H/P 1-2 and 4

READ: 1. G.O.Ms. No. 596 Food & Agriculture department 21-4-53
2. From the collector of South Kanara REF: C.No. 924/53 P2 dated 10/5/53

Submitted to the Government.

2. With reference to para one of the G.O. cited the Board submits that the two lower division clerks (one under the Civil Supplies Tahsildar and the other under the Reception staff) were retrenched on 30-4-53 afternoon. The Board therefore requests the Government to sanction the retention of two lower division clerks on Rs. 45-90 p.m each from 1-4-53 to 30-4-53 (both days inclusive) for Civil Supplies Work in the South Kanara district.

3. The expenditure in respect of one lower division clerk may be debited to "63 Extraordinary charges - a- charges in India B. Establishment for price control-I Board of Revenue (CS)" -- and the other lower division clerk to "85 A Capital Outlay on schemes of State Trading -a- grain supply Schemes -- K Establishment and other charges".

4. With reference to para 2 of the G.O. cited the collector of South Kanara has reported that in the circumstances explained by him there is no scope for any further retrenchment. The Board therefore submits that the question of effecting further retrenchment in the Civil Supplies staff in the South Kanara district need not be pursued.

Thanjavur Ramaswamy
for SECRETARY. 1953.

To
The Secretary to Government,
Food & Agriculture Department, Madras. (with enclosures)
Copy to:-- The collector of South Kanara.
Accounts.

8/7/53.
vs 18/5

(Same as pp. 1-2 ante)

49 45

Copy of letter NO. REF: C.No. 924/53 P.2 from the collector of South Kanara, Mangalore dated 10-5-53 to the Secretary to the Commissioner of Civil Supplies, Board of Revenue, (CS) Chepauk, Madras.

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SUB: Establishment -- Civil Supplies -- South Kanara distict staff -- retention beyond 31-3-53 -- sanctioned retrenchment of two lower division clerks -- orders -- implementing of report submitted

REF: 1. G.O.Ms.No. 596 F & A dated 21-4-53 and
2. Board's REF: F.II 18486/53 CS 1 dated 28-4-53

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As ordered in paragrapn 1 of the G.O. cited the posts of two lower division clerks (i.e. one under Civil Supplies Tahsildar and one under Reception staff) of this office have been retrenched with effect from 30-4-53 A.N. itself. The retention of these two posts from 1-4-53 till the date of disbandment i.e 30-4-53 may be sanctioned .

2. The bulk of the unregistered papers constitute circulars or instructions received in regard to the various items of work dealt with in the civil supplies section which are to be either filed or communicated to the subordinate officers. As such, they are not registered under distinct currents but are dealt with as stated above. These communications have to be dealt with as and when received and their receipt is not within my control. They must needs be given some disposal when they were received in this office.

As regards Pdls. almost all of them have been prescribed by the Board. Unless the Board dispenses with some of them, there is no possibility of reducing their number.

3. In this connection, I wish to point out that after the retrenchment of the two clerks referred to in para 1 above, the entire work of the civil supplies branch of my office has been redistributed among the residual staff as per the list appended. A perusal of the list would show that the members of the staff, thus left over have their hands too full to admit of any further retrenchment. After the retrenchment, the residual clerks viz., 1 upper division clerk and 2 lower division clerks under the Civil Supplies Tahsildar and 2 lower division clerks under the Reception staff, got more than 10 currents each per working day, duly reckoning the old currents, replies, Pdls. etc., which is the minimum standard prescribed in Government Memo No. 28302/L-53 -1 dated 26-3-53. There is, thus, no scope for further retrenchment.

4. Incidentally, I may mention here that the food situation is exhibiting signs of deterioration. The situation wil worsen in the lean months (monsoon months) which are fast approaching, causing anxiety and additional work to the office and the officers concerned. The further reduction of the staff will necessarily retard timely action where timely action to avert crisis is called for.

5. In the circumstances stated above, I request that the Board may be pleased to view the case in the light of the above facts and recommend the retention of the staff now left over till the end of December, 1953 for the present.

(Sd)..
for collector.

VS. 18/5

8/9/53

K. Ramakrishna Rao
Superintendent.

same as pp 3-9 ante).

51 15

dated 11-5-53.

Copy of REF: C.No. 924/53 P2 from the collector of South Kanara

Office Order.

SUB: Establishment -- Retrenchment of clerks in P. and R Sections -- Distribution of work -- orders passed.

Consequent on the retrenchment of 2 lower division clerks in the civil supplies section of the collector's Office, Mangalore with effect from 30-4-53 after noon the following distribution of work is ordered:--

P1.U.D.C.

1. Papers connected with intensive procurement and levy procurement Order, 1951.
2. Revised Food Policy of the Government and its administration.
3. Sanction of proseuctions under the various control orders.
4. Appeals on orders passed by Rationing Officers, and Assistant Rationing Officers and Assistant Taluk Supply Officers.
5. The Madras Drugs Control Order, 1949.
6. Supply and prices Goods Acts, 1950
7. The Food grains Licensing and Procurement Order, 1952
8. ~~The~~ Daily report regarding the stock position and off take of foodgrains
9. Weekly report showing the trend of prices in derationed deficit districts
10. The Madras Rice Mills licensing Order, 1952 etc.,
11. Payment of interest charges on locally procured stocks to S.K.C.C.W. Stores, Limited.
12. Pdl. regarding 3 months' old stock and their disposal
13. Correspondence relating to free gifts of foodgrains certificate of distribution etc.
14. Weekly Pdl. regarding the prices in different centres of the District to Economic Adviser, New Delhi.
15. Telegraphic weekly report regarding the stock position and offtake of foodgrains.
16. Other important papers marked by Reception Deputy Tahsildar or Civil Supplies Tahsildar
17. Correspondence relating to execution of agreement by wholesaler

P2 (L.D.C)

1. Establishment (Civil Supplies and Rationing) Maintenance of S. Registers and leave accounts.
2. Establishment pay bill including anti-smuggling Deputy Tahsildar and his peons.
3. Preparation of T.A. bills of P. Section, A.S.D.T. and his peons
4. Scrutiny and countersignature of T.A. bills of A.T.S.Os.
5. Increment of certificates of Civil Supplies staff of the whole district arrears of pay and leave salary fixation of pay etc., etc.
6. Antismuggling measures diary of the A.S.Dy. Tahsildar and all correspondence relating to chowkies and antismuggling staff.
7. Attendance register and casual leave register and maintenance of peons' duty roster register.
8. Maintenance of register showing the retention of C.S. Rationing Reception and antismuggling staff.
9. Control of expenditure statement under 63 extra-ordinary charges alteration memos.
10. Watching of sanction and submission of budget estimates.
11. Issue of permits for personal consumption by land holders from one district to another district and within the same district from South Kanara zone to Hosdrug Sub-Taluk of Malabar zone and submission of connected Pdls. to the Board. Maintenance of register etc.

53/17

12. Issue of permits to Amindivi and Malabar islanders.
13. Allotment of rice to Port officer for exchange of coir.
14. Correspondence relating to issue of rice made to ships stores.
15. Submission of returns relating to prosecutions and convictions under 'Food Control and Rationing Orders.
16. Accountant General's objection slips.
17. Annual verification of furniture, disposal of furniture of defunct Rationing Offices.
18. Indents for stationery and forms payment of printing bills etc.

P4 (LDC)

1. Rural Rationing and Fair Price shops, petitions regarding opening and ~~xxxxx~~ closing of fair price shops
2. Diaries of Tahsildars, Taluk Supply Officers and Rationing Officers -- review.
3. Tour diary of Civil Supplies Tahsildar
4. Refund of security deposits of establishments and exretailers in ex-statutorily rationed areas and rural areas.
5. Checking and maintenance of register regarding retail price fixation of rice.
6. Submission of offtake statement(Weekly ~~a~~two weekly and monthly)
7. of foodgrains to Board and maintenance of register of retailers offtake
7. Maintenance of register showing the stock position and offtake of foodgrains with wholesaler.
8. Correspondence relating to transport surcharge and collection of value on the stock of foodgrains in the enclave villages of Mysore state.
9. Maintenance fair copy Register.
10. Comparing of Fair copies with R.R.I and typist.
11. Maintenance of machine card correspondence relating to repairs and replacement of typewriters.
12. All other miscellaneous items of work.

R. Section
H.A on Rs. 110/-

1. Maintenance of
   (a) Cash book
   (b) Treasury pass book
   (c) Register of cheques received
   (d) Register of cheques issued
   (e) Cheque book
   (f) Merchants ledger.
   (g) Payment vouchers.
   (h) Triplicate copies of challans.

(2) General supervision of the work in R. section.
(3) Submission of monthly and quarterly reviews to the collector.
(4) control of expenditure statement under 83 A Capital outlay.

R1 L.D.C.

1. Reception storage and Movement of foodgrains -- wheat, wheat pro ducts and milo
2. Correspondence relating to ~~xxxxxx~~import of the above grains
3. Fixation of prices.
4. Maintenance of stock accounts viz.,
   (a) Register of despatch advices.
   (b) Register of Railway receipts.
   (c) Register of receipts of stock
   (d) Register of issues of stocks. (PTO)

(e) Register of Receipts, issues and balance -Form 4
(f) Godown stock register.
(g) Consolidated statement of receipts and issues of grains at all godowns.
(h) Register of Railway claims.
(i) Register of Demurrage charge.

5. Preparation of bills relating to commission, godown rent transport charges, incidental charges etc., due to the agent.
6. Quarterly verification of stocks.
7. Preparation of monthly I to IV A statements for each kind of foodgrains.
8. Preparation of contingent bills, T.A. Bills and pay bills of R.D.T's Office.
9. Establishment maintenance of service register and leave accounts relating to R/section.
10. Attendance register and Casual leave register relating to R Section
11. All correspondence relating to sugar, jaggary and vegetable oil control order.
12. Watching of collection of administrative surcharge and submission of statements.
13. Watching of the collection of subsidy surcharge and U-P Surcharge and submission of statements.
14. preparation of quarterly, half yearly and annual proforma return relating to all grains except rice and paddy.
15. Notes of inspection of accounts Instruction Party, and others
16. Correspondence relating to godowns, storage, tour programme of storage assistants etc.,
17. All Pdls. relating to wheat, wheat products and milo transit shortages etc.
18. Correspondence relating to execution of agency agreement.
19. Maintenance of stock register of C.S.A. forms.

R2. (L.D.C.)

1. Application for imports of rice and paddy.
2. Reception, storage and movement of rice and paddy
3. Fixation of wholesale prices for rice paddy and final settlement of accounts.
4. Maintenance of stock in form 1 to 6 and other registers relating to rice and paddy.
5. Preparation of bills relating to commission, godown rent, transport charges, incidental chartes etc., due to the agent relating rice and paddy.
6. Preparation of monthly I to IV A statements for rice.
7. Quarterly half yearly and the Annual proforma account for rice and paddy.
8. Payment of interest on imported rice held over 3 months.
9. Final settlement of accounts relating to export of rice and paddy from this district.
10. Salt price fixation and periodicals.
11. Correspondence and Pdls. relating to tapioca and sweet potatoes.
12. Civil supplies vehicles(Jeeps, station wagon and C.S.T.Unit) Maintenance, allotment, preparation of contingent bills of all charges incurred — preparation of T.A. Bills of drivers.
13. Collection of differential cost on account of revision of pool prices.
14. All Pdls. relating to rice and paddy rice received from extra-State sources etc.

REC. REVENUE INSPECTOR(L.D.C)

1. Reception and delivery of foodgrains at Goods shed and supervision of movements and standardisation and cleaning of foodgrains.

(PTO)

2. Assisting clerks R1 and R2 in the preparation of stock returns.
3. Assisting P4 in comparing fair copies.
4. Correspondence relating to recovery of cost due from Major Establishments.

The Rec. Revenue Inspector should maintain a diary, showing the nature of work done on each day for the perusal of the Civil Supplies Tahsildar.

Pdl. hitherto attended to by R3 will be transferred to other clerks in accordance with the revised distribution of work Pending currents of R3 will be attended to by R1 and pending refund applications with P3 will be attended to by P1 himself. However, the future distribution of work will be as noted above The despatch work relating to the Civil Supplies Section will be dealt with in the general section in future as ordered in collector's REF: A2-11161-53 dated 30-4-53

/by order/

(SD) ....
Rec. Dy. Tahsildar.

/true copy/

VS. 18/5

8/9/5.

K Ramakrishna
Superintendent.

Food and Agriculture(E)De

Memo No. 28981 E/53-2 d/ 30-5-53

Sub: Establishment - Civil Supplies - South Kanara Dt Staff - Posts of two lower division clerks - Retention from 1.4.53 to 30.4.53 - Sanctioned.

Ref: G.O.Ms. 596, F&A, dated 21.4.53.
From the Board of Rev(CS) Ref FII-18486/53 CS dated 16.5.53.

The Government sanction the retention from 1.4.53 to 30.4.53 of the posts of two lower division clerks on a pay of Rs. 45--90 p.m. each in the office of the Collector of South Kanara to attend to Civil Supplies work.

The expenditure on one lower division clerk should be debited to "63.Extraordinary charges a. charges in Indfa - B. Establishment for Price Contr I . Board of Rev(CS)". The expenditure on the other lower division clerk should be debited to "85-A Capital Outlay on Schemes of State Trading - a. Grain Supply Schemes - K. Establishment ~~for Price Control~~ and other charges".

3. In the circumstances reported, the Goverrment also accept the recommendation made by the Board of Rev(CS) in para 4 of its ref cited viz., that the question of effecting further retrenchment in the C.S. staff in the S.K. Dt need not be pursued at present

ADDITIONAL DEPUTY SECRETARY TO GOVERNMENT
25 MAY 1953
FINANCE DEPARTMENT

To the Board of Rev(CS)
To the Board of Rev(Accts Br.)
To the Collector of South Kanara, Mangalore.
S.Cs-3

Note: Please see the ref from the Board of Rev(CS) at page 11 c.f.., which is self explanatory. Subject to orders, the draft memo is submitted for approval. Finance may see for acceptance.

Food & Agri
U.O. 28981 E/53-1
25-5-53

Finance Dept

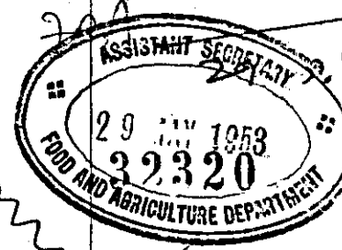
The draft memo (overleaf) may be accepted

RR
26.5.53. M.
26/5/53

Kn
27/5/53

PJA

May issue



Sec

300

Sub: Estt- Civil Supplies - South Kanara Dt. Staff- Retention beyond 31.3.53

Ref From the Bd. of R.D (C.S.) Ref. F II 18486/53 dt/ 26.2.53.

Govt Memo. No. 13400 E/53-1, F&A, dt/ 10.3.53

From the Bd. of R.D (C.S.) Ref. F II. 18486/53. dt/ 30.3.53.

The file deals with the proposals of the Bd of R.D (C.S.) for the retention of the Civil Supplies staff in the South Kanara Dt. beyond 31.3.53.

As the information furnished by the Collr. of South Kanara was not sufficient to examine the need for the retention of the staff asked for, the Bd. of R.D (C.S.) was requested to obtain and forward a statement showing the number of accounts received by each of the clerks sanctioned for C.S. work in the Dt. from April 52 onwards and state again in the light of these statistics whether there is full justification for the retention of the staff asked for. While furnishing the statistics called for, the Collr. of South Kanara has stated that besides the accounts actually rcd. a fairly large no. of unassisted returns are also being attended to by each clerk. The Bd. of R.D (C.S.) has stated that the Collr. is the best authority to judge the work of each clerk in his office as well as in the subordinate offices and so there is justification for the retention of the entire staff asked for by him. This proposal Judged by the standard of 10 accounts per

working day for each clerk, none of the clerks either in the Collr's office or in the Taluk Offices of the Dt. has full work. In the absence of information as the volume of unrecorded documents to be dealt with by each it is not possible to determine the need for the staff. In the circumstances it is for orders whether the Bd's view will be accepted and sanction accorded to the certain staff asked for by the Collr. If his orders are passed, Finance may also see for remarks, if any.

M
5/4/53

'M' above may be approved. But at the same time the Bd. may be asked to obtain a report as to 5 years in which a view as to what extent the volume of unrecorded references can be reduced and how many of the existing and incoming periodicals can be weeded out so that some retrenchment of the staff now being sanctioned may be effected by the end of May next at the latest

6/4/53

N

ADDITIONAL DEPUTY SECRETARY TO GOVERNMENT 2938 8 APR 1953 FINANCE DEPARTMENT

Fin A.D. No 13401E/53-2
7/4/53

Finance Sec

E

F2A's note on pgs 1-2 above may be perused.

Finance may agree to the proposal of F2A at 'N' on p 2 above subject to the following remark:

The average number of currents received and dealt with by the clubs under consideration is very low. In the Collection office, the average number of currents works out to about 2.7 currents per club per day which is far below the normal out-turn of 10 currents ~~equalling for unregistered currents~~ per club per day. Some immediate retrenchment therefore seems possible. Fin may suggest that 2 posts of lower division clerks may be retrenched with immediate effect in the Collection office. In future, proposals for the creation of the posts of typists ~~should be scrutinised~~ with reference to the average number of pages typed by the typist per day

Fin 9/4

RL 9.4.53.

Fin 9/4/53 FOA

Finm 29382 Sec/53 9.4.53

9.4/53

FOA(E) Dept.

The remarks of the Finance Dept above may be perused. It is for orders whether the suggestions made by them will be accepted. After orders are passed, a note for circulation will be submitted

may be accepted.

15/4/53

15/4/53

JRC

Food and Agriculture(E)Dept

Note for Circulation

The file deals with the proposals submitted by the Board of Rev(C.S.) for the retention of the Civil Supplies staff in the district of South Kanara for a period of three months from 1.4.53 to 30.6.53.

The staff, sanction for the retention of which has been asked for, is detailed in the statement at pp. 3-4 c.f.

As the particulars furnished by the Collector of South Kanara were not sufficient to examine the need for the retention of the staff asked for, the Board of Rev(CS) was requested to obtain a statement showing the number of currents received by each of the clerks sanctioned for civil supplies work in the district from April 1952 onwards and state in the light of these statistics whether there was full justification for the retention of the entire staff asked for by him. While furnishing the details, the Collector of South Kanara has stated that it is not possible to effect any further retrenchment in the staff. The Board considers that the Collector is the best authority to judge the work in his district and that sanction may be accorded to the retention of the entire staff asked for by him. This The Finance Department proposed to accept the Board's recommendation but at the same time asked to ask it to examine to what extent the volume of registered references can be reduced and how many of the existing periodicals can be discontinued so that some retrenchment of the staff that is being sanctioned may be effected by the end of May 53. The Finance Department, however, consider that the statistics of currents furnished by the Collector do not justify the retention of the entire staff and that two posts of lower division clerks may be retrenched with immediate effect. It is accordingly proposed to accept the views of the Finance Department and sanction only the remaining staff asked for except 2 lower division clerks.

for a period of three months from 1.4.53 to 30.6.53
Subject to orders a draft order is submitted herewith
The file may be circulated to M(Fin) for approval of

A at pp.4-5 above.

17.4.53

17.4.53 Secy

Issued as G.O.Ms.No. 576 H&A dt 21-4-53
pp 31-32 ~~Cf~~